

Address	
Contact Telephone No	
Member U3A Knox Inc	Yes/No

Section 5	Documentation
DO NOT ATTACH ORIGINAL DOCUMENTS—Copies only	
Have you attached any documents	YES/No
Type of documents attached (<i>eg Statement</i>)	

Section 6	Outcome
Do you require a reply	Yes/No
My expectations are the matter can be resolved by:	

Section 7	Authority
To enable U3A Knox Inc. to make enquiries and collect relevant information, I consent to my identity being disclosed. YES/NO (<i>I understand when enquiries are made it may not be possible for my identity to remain confidential and further; if I do not provide consent it may not be possible for the matter to be fully investigated and resolved</i>)	

Section 8	Signature
<i>(Print Name)</i>	
Date / /	
U3A Knox ID No	

Before submitting your report make sure you have:

1. Included as much relevant information as possible
2. Understand, accept and have answered Section 7: **Authority**.
3. Signed your report Section 8, and
4. Attached copies of any supporting documents or other information (*DO NOT ATTACH ORIGINAL DOCUMENTS*)

Please send or deliver to:

The Secretary
U3A Knox Inc.
Park Boulevard

FERNTREE GULLY VIC 3156

(Or email to: office@u3aknox.org.au)